



Chicago Metropolitan
Agency for Planning

233 South Wacker Drive
Suite 800
Chicago, Illinois 60606

312 454 0400
www.cmap.illinois.gov

MEMORANDUM

To: CMAP Board and MPO Policy Committee
From: CMAP Staff
Date: October 4, 2017
Re: Local Technical Assistance (LTA) Project Selection

Attached to this memo is a document that describes staff recommendations for selection of Local Technical Assistance (LTA) projects that was provided to the Programming Committee on September 22. This document describes the rationale for the staff recommendations, lists the recommended projects, and provides basic information about project distribution across communities.

The Programming Committee is expected to approve the LTA project selections. The CMAP Board and the MPO Policy Committee will approve the selections at their joint meeting.

ACTION REQUESTED: Approval



**Local Technical Assistance (LTA) Program:
2017 Recommendations for Project Selection
September 22, 2017**

Following the adoption of GO TO 2040, CMAP established the Local Technical Assistance (LTA) program to direct resources to communities pursuing planning work that helps implement GO TO 2040. During the most recent call for projects, which ended on June 29, CMAP received 80 applications for assistance from 69 different applicants. Further information on applications received is available at: <http://www.cmap.illinois.gov/programs-and-resources/lta/call-for-projects>.

The CMAP Board and MPO Policy Committee will be asked to approve the staff recommendations for the LTA program at their joint meeting on October 11. Prior to the Board and MPO Policy Committee meeting, the Programming Coordinating Committee will be asked to recommend approval. The Transportation Committee approved the recommendations at their meeting on September 29.

The purpose of this memo is to present CMAP staff recommendations for the treatment of each application received. It is divided into four sections:

- Staff recommendations for projects to be undertaken through the LTA program.
- Basic statistics concerning the projects recommended for selection.
- Evaluation process.
- Full lists of projects that are recommended and not recommended.

LTA recommendations

In total, 34 new projects are recommended to be pursued through the LTA program. These projects were selected by applying CMAP's selection criteria: alignment of the project with the recommendations of GO TO 2040; local need for assistance; local support, feasibility, and ability to implement; collaboration with other groups, including neighboring governments and nongovernmental groups (with multi-jurisdictional projects a particular priority); input from relevant Counties and Councils of Government (COGs); and geographic balance. Among these factors, local need for assistance was given particular priority this year, due to the focus of ON TO 2050 on inclusive growth.

Additionally, as CMAP has completed LTA projects, the implementation of completed projects is a priority. Several of the applications requested help to implement projects that had been previously undertaken through the LTA program; many of these projects are recommended for selection. For organizational purposes, recommended projects are presented below in groups.

Multi-jurisdictional projects

Numerous applications this year crossed jurisdictional boundaries, and many of these are recommended for approval. Several focused on transportation, and specifically bicycle and pedestrian improvements. *Beach Park* requested assistance with trail connections and lakefront access, in partnership with North Chicago, Waukegan, Winthrop Harbor, Zion, and Lake County. The *Cook County Forest Preserves* requested a feasibility study for a southern extension of the Des Plaines River Trail through Brookfield and Riverside. Slightly further south, *Justice* worked in partnership with Bedford Park and Summit to request a study of improvements to the I&M State Trail. *Aurora* and several neighboring communities submitted a multi-part project, of which the best fit for CMAP's expertise is a feasibility study for expansion of their bikeshare system. Finally, the *Northwest Municipal Conference* requested an update to their subregional bicycle plan.

Three recommended applications addressed land use in a multi-jurisdictional way. These include corridor studies or subarea plans submitted by *Algonquin and Cary*, the *North Avenue District*, which represents a stretch of North Avenue on the border between Chicago and Oak Park, and *DuPage County*, which submitted a corridor study along Route 83 in partnership with municipalities in that corridor. CMAP expects to work with the Urban Land Institute (ULI) closely on the first two of these applications.

Several other multi-jurisdictional projects covered other topics. *Oswego, Montgomery, and Yorkville* requested assistance with studying a governance structure for a shared water treatment plant to reduce their reliance on groundwater; CMAP intends to conduct this project in partnership with the Metropolitan Planning Council (MPC), and is pursuing funding from the Illinois Department of Natural Resources (IDNR) to support it. The *McHenry County Council of Governments*, in collaboration with the County and several of its major municipalities, requested assistance with a shared services plan to streamline intergovernmental cooperation, including increasing efficiency of transportation service provision. Finally, *Kane County* proposed a regional study of Transfer of Development Rights (TDR), a planning technique that can advance both land preservation and reinvestment goals, and similar topics. Two additional multi-jurisdictional projects in south Cook County are described later in this report.

Planning priorities reports

Planning priorities reports are lighter-touch planning studies that are suited for communities with limited staff. They can be useful in both identifying planning priorities for a community and confirming local commitment to a future full-scale planning process. These reports involve interviews with numerous local stakeholders, review of past planning work, and examination of current demographic, economic, transportation, and other conditions. Based on this information, planning priorities reports then recommend what sort of assistance a community needs. This may be a comprehensive plan, zoning ordinance update, corridor plan, or similar planning product; or it may be a training series for elected officials, a shift in departmental responsibilities, a new business development program, or many other options.

Four planning priorities reports are recommended this year, in *Sandwich, Thornton*, the *Bridgeport-Canaryville* neighborhood of Chicago, and the *Illinois International Port District*.

Many of these applicants requested a full comprehensive or neighborhood plan, but CMAP instead recommends a planning priorities report so that the needs and priorities of the community can be better understood before significant resources are devoted to a full-scale plan. These may lead to follow-up applications next year.

High-need communities

In line with CMAP's focus on inclusive growth in ON TO 2050, a particular focus this year was directing resources to high-need communities. As shown later in this document, most projects are in communities with high or very high need.

Several projects in high-need communities have been listed already in other sections. Most of the rest can be found in south Cook County. These include comprehensive plans in *Calumet Park*, *Sauk Village*, and in eastern Will County, a comprehensive plan in *Beecher*. Several more specialized plans are also recommended, including a stormwater and transit-oriented development plan in *Robbins*, a capital improvement plan for stormwater infrastructure in *Midlothian*, and a transportation plan in *Matteson* (which is in the south suburbs but not considered a high-need community). Two multi-jurisdictional projects in south Cook are also recommended: an economic growth plan sponsored by the *Cook County Bureau of Economic Development*, and a municipal assistance program proposed by the *South Suburban Mayors and Managers Association*. Many of these south Cook projects are funded in part through a specific stormwater and economic development grant from Cook County through the Community Development Block Grant - Disaster Recovery (CDBG-DR) program.

Several projects in Chicago are also in high-need communities. These include a parking study for the *Coalition for a Better Chinese American Community*, building on a successful LTA neighborhood plan there; transit-oriented and economic development planning for the *Northwest Side Housing Center*, again building on a recently-completed plan; an examination of the feasibility of a cluster of medical uses in the area served by the *Far South Community Development Corporation*; and a new neighborhood plan submitted by the *McKinley Park Development Council*.

Zoning improvements

Updates to zoning ordinances, subdivision regulations, and development review processes are important methods to implement past plans. Four of these are recommended this year. Full ordinance revisions are proposed in *Carol Stream*, *Montgomery*, and *Summit*, all of which have recent comprehensive plans. A smaller set of deliverables will be produced for *Maywood* to add illustrations to their existing code.

Other projects

Finally, a number of recommended projects do not fit neatly into the classifications above. *Frankfort* requested training for their plan commission, which aligns well with CMAP's priorities and also helps build local capacity. On the southern edge of the region, *Channahon*, a community with significant freight traffic and growth potential, requested assistance with a comprehensive plan. Last but not least, the *Chicago Office of Budget and Management* requested assistance with data and analysis elements of their upcoming Consolidated Plan.

Projects that are not recommended

Projects that were considered lower priority for LTA assistance for a number of reasons are described in general terms below.

- Priority for assistance was given to communities that had lower incomes or were smaller in size, meaning that more prosperous or larger communities were less likely to receive assistance. Lower-need communities generally had to present an innovative project or one that aligned especially well with a specific CMAP priority in order to be recommended.
- CMAP continued its efforts to assess local commitment, including more detailed phone interviews with sponsors of projects that showed initial promise. In some cases, sponsors did not show sufficient local commitment to give CMAP a good expectation of success.
- Some projects were good concepts but would benefit from further development by the project sponsor. In some cases, additional multijurisdictional partners would give a project a greater chance of success.
- Applicants that already have active LTA projects were not recommended (although some that are expected to wrap up in the next few months did have recommended follow-up projects).
- Some projects were simply not a good fit for the LTA program, as they did not demonstrate the full support of affected local governments, or did not demonstrate alignment with the recommendations of GO TO 2040.
- Finally, a number of projects beyond the list of 34 recommended in this memo are positive and viable projects, but were beyond available resources this year. CMAP will encourage communities who submitted projects that were just outside resource constraints to resubmit in future years, in some cases with modifications that will improve their chances of selection.

A full list of applicants that are not recommended to receive assistance is included at the end of this document.

Statistics of recommended projects

In the following section, basic statistics are provided for the distribution of projects by geography and community need.

Geographic distribution

In the design of the LTA program, an effort was made to identify projects to be pursued in many different parts of the region. In the following table, the distribution of recommended projects by geography is summarized. Projects may be reported in multiple geographies, and these are noted below the table.

	Chicago	Cook total	N and NW Cook	W Cook	SW Cook	S Cook	Collar total	DuPage	Kane	Kendall	Lake	McHenry	Will	Total
Selected applicants	8	14	1	4	1	8	14	4	5	3	2	4	3	34
Total applicants	14	27	6	7	2	11	31	7	7	4	6	8	9	69

Recommended projects included in multiple geographies are:

- Aurora regional mobility plan (Kane, DuPage, and McHenry)
- Montgomery zoning (Kane and Kendall)
- Northwest Municipal Conference multimodal transportation plan (northwest Cook, DuPage, Kane, Lake, McHenry)
- North Avenue corridor plan (Chicago and west Cook)
- Oswego, Montgomery, and Yorkville shared water treatment plant study (Kane and Kendall)

As the above table shows, recommended projects cover all parts of the metropolitan area. The most projects are recommended in Chicago and south Cook, which also had the highest number of individual applicants (and in general, the highest need for assistance). Kendall County had the highest rate of success, with three projects recommended. Only one project in northwest Cook is recommended this year, but it is a large multijurisdictional study.

Community need

An important factor in the review process was the need of the community for assistance. The LTA program is meant to prioritize projects in communities that have limited resources and would not have the ability to undertake the project without CMAP's assistance. Communities were divided into four categories based on median income, local tax base, and size, ranging from "very high" to "low" need. As a new element of the program in 2015, a match was required of project sponsors. The match varied by community need, ranging from 5% in "very high" need communities to 20% in "low" need communities. The following table and chart summarize the distribution of recommended projects by community need.

	Very high need (5% match)	High need (10% match)	Moderate need (15% match)	Low need (20% match)	Total
Selected applicants	8	11	4	11	34
Total applicants	13	15	11	30	69

Regionwide, slightly under half of the region's municipalities (and Chicago Community Areas) are calculated to have very high, high, or moderate need, resulting in a reduced match requirement. In comparison, nearly 75% of the resources in this year's program are devoted to these higher-need communities. The structure of the match requirement was designed to continue to permit the participation of higher-need communities. Based on the applications received and distribution of resources, the LTA program is shown to remain a viable option for higher-need communities.

Evaluation process

To evaluate each project, staff reviewed the applications and other background materials and also scheduled phone calls with each applicant to discuss their ideas. Questions were meant to gauge consistency with GO TO 2040, local commitment, internal and external support, and the project's overall feasibility. Additional follow-up phone calls were also conducted in a number of cases.

Applications were also reviewed with a variety of groups in July and August. Working committees were asked to provide comments on the LTA applications. Special meetings were also held with transit agencies, county planning directors, the City of Chicago, and technical assistance providers. Councils of Government (COGs) and Councils of Mayors (COMs) were encouraged to submit comments via email, and several of them did. Comments and expressions of support from these groups were used in part to determine the recommendations for selection.

Project listing

Recommended:

Sponsor	Project
Algonquin and Cary	Subarea Plan
Aurora	Regional Mobility Plan
Beach Park	Regional Bike Plan
Beecher	Comprehensive Plan
Bridgeport and Canaryville	Planning Priorities Report
Calumet Park	Comprehensive Plan
Carol Stream	Zoning Code Update
Channahon	Comprehensive Plan
Chicago Office of Management and Budget	Consolidated Plan Assistance
Coalition for a Better Chinese American Community	Parking Study
Cook County Bureau of Economic Development	South Suburban Economic Growth Initiative
DuPage County	Corridor Study
Far South Community Development Corporation	Existing Conditions and Market Analysis
Forest Preserves of Cook County	River Trail Feasibility Study
Frankfort	Plan Commissioner Training
Illinois International Port District	Planning Priorities Report
Justice	I&M Canal Trail Extension Feasibility Study
Kane County	Transfer of Development Rights Research
Matteson	Transportation and Streetscape Plan
Maywood	Zoning Sketchup Diagrams
McHenry County Council of Governments	Shared Services Plan
McKinley Park Development Council	Neighborhood Plan
Midlothian	Stormwater Management Plan
Montgomery	Zoning Ordinance Update
North Avenue District	North Avenue Corridor Plan
Northwest Municipal Conference	Multimodal Transportation Plan

Sponsor	Project
Northwest Side Housing Center	Transit-Oriented Economic Development Plan
Oswego, Montgomery, and Yorkville	Shared Water Treatment Plant Study
Robbins	Stormwater, TOD and Industrial Area Plan
Sandwich	Planning Priorities Report
Sauk Village	Comprehensive Plan
South Suburban Mayors and Managers Association	Capacity Building and Training
Summit	Zoning Code Update
Thornton	Planning Priorities Report

Please note that two additional local projects will be tracked through the LTA program, but were not submitted as LTA applications. Both of these were specified within state grants that CMAP has recently received or are pending approval. The first of these, a watershed plan for Mill Creek in Kane County, was identified by the IEPA as a priority, and will be fully funded by the IEPA. The second involves convening water suppliers in Joliet and the surrounding areas to discuss future groundwater availability and limitations, and will be fully funded by IDNR.

Not recommended:

Sponsor	Project
Algonquin**	Health Assessment
Aurora**	Neighborhood Plan
Aurora**	Comprehensive Plan
Aurora and Naperville	Homes for a Changing Region
Berkeley	Zoning Code Update
Berkeley	St. Charles Rd Corridor Study
Cook County Department of Planning and Zoning**	Comprehensive Plan Update
Crystal Lake	Active Transportation Plan
Des Plaines	Parking Study
Evanston	Corridor Study
Forest Park	Sub Area / Cultural Park Plan
Frankfort**	Bicycle Trail Master Plan
Frankfort**	Sub Area Plan
Frankfort**	Residential Tear Down Management Study
Frankfort**	Historic District Revitalization Plan
Geneva	Corridor Redevelopment Plan
Glen Ellyn	Comprehensive Plan
Greater Chatham Initiative	Downtown Development Plan
Greater Ravenswood Chamber of Commerce	Corridor Plan for Lawrence Ave
Hanover Park	Comp Plan Update
Homer Glen	Comprehensive Plan Amendment
Indian Head Park	Zoning Code Update
Joliet	Downtown Bicycle Plan
Justice**	I&M Corridor Study
Justice **	Zoning Code Update

Sponsor	Project
Lake in the Hills	Comprehensive Plan
Lake Zurich	Corridor Redevelopment Plan
Lake Zurich	Zoning Code Update
Lakemoor	Town Center Master Plan
Lakemoor	Zoning Code Subdivision Ordinance
Lakeview Citizens Council	Sub Area Plan
Lincolnshire	Corridor Study
Lynwood	Downtown Development Plan
McHenry County**	Fox River Corridor Study
Mokena	Comp Plan / Station Area Plan update
Mount Prospect	Sub Area Plan
Naperville	Building Design Guidelines
Ninth Ward Greater Roseland Community Coalition	Corridor and Pedestrian Improvement Plan
Oak Lawn	Corridor / Interchange Plan
Richton Park	Economic Development Plan
Skokie	Site Specific Development Plan
Steger	Downtown Development Plan
University of Illinois at Chicago	Industrial Corridor Growth Plan
Wilmington	Bikeway Study

** Also submitted a project recommended for inclusion in the LTA program.

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